



*At the Heart of Community*

## THE BOARD OF FIRE AND POLICE COMMISSIONERS

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### MEETING MINUTES

A scheduled meeting of the Board of Fire and Police Commissioners was held on August 16, 2022 at 5:30 p.m. at the Lake Zurich Police Department at 200 Mohawk Trail in Lake Zurich, Illinois.

#### I Call to Order

The meeting was called to order at 5:34 p.m. by Commissioner Hilt.

Roll call shows the following commissioners were present: Commissioner Hilt and Commissioner Bush. Commissioner Kelly was absent and excused.

Also present: Police Chief Husak and Fire Chief Pilgard.

#### II Public Comment

None

#### III Approval of Minutes

Commissioner Bush made a motion to approve the minutes of the July 19, 2022 meeting as presented, seconded by Commissioner Hilt and passed on a voice vote.

#### IV Unfinished Business

None

#### V New Business

##### Fire

###### A. Fire Department update

- a. Chief Pilgard advised the board that the probationary members are progressing well through their training.
- b. The Fire Department's 2023 budget proposal has been submitted to the Finance Department.
- c. Chief Pilgard advised that I/O Solutions has received 49 FF/PM candidate applications. His staff will begin planning for the September 10 orientation and written exam.
- d. Chief Pilgard briefed the Board about potential staffing challenges based on retirements that could occur in 2023. He has been working with the Village Manager and Human Resources Director on organizational structure options.

##### Police

###### A. Department update

- a. Chief Husak advised that probationary officer Marra is progressing well in field training and should be released in September.

- b. Chief Husak shared updates on Lake County dispatch consolidation and staffing challenges we are facing locally.
  - c. The Police Department's 2023 budget proposal has been submitted to the Finance Department.
- B. Review of police officer candidate backgrounds
- a. Chief Husak reviewed the background results of police officer candidate Christopher Sheets. Board members discussed their concerns with the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to disqualify police officer candidate Sheets from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

- b. Chief Husak reviewed the background results of police officer candidate Connor Kretz. Board members discussed their concerns with the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to disqualify police officer candidate Kretz from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

- c. Chief Husak reviewed the background results of police officer candidate Alex Urbanik. Board members discussed their concerns with the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to disqualify police officer candidate Urbanik from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

- d. Chief Husak reviewed the background results of police officer candidate Szczepan Swiderski. Board members discussed their concerns with the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to disqualify police officer candidate Swiderski from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

- e. Chief Husak reviewed the background results of police officer candidate Gracia Ott. Board members discussed their concerns with the results.

There was a motion by Commissioner Bush, seconded by Commissioner Hilt, to disqualify police officer candidate Ott from further consideration and remove him from the eligibility list. On a voice vote, there were all ayes and the motion passed.

### C. Police officer eligibility list update

- a. Based on the candidate disqualification actions above, Chief Husak advised the Board that the 2020-2022 police officer eligibility list has been depleted. The commissioners directed the chief to initiate a new testing process.

D. Review of potential fall police officer testing

- a. Chief Husak advised the Board that he has been in contact with Stanard & Associates to provide the written exam. He recommended that the Board consider offering multiple in-person testing opportunities (weekend and weeknight), along with an on-line testing option as ways to stay competitive in the market. The Board agreed with these strategies.

The Board recommended setting up a schedule for appropriate advertising (4-6 weeks), along with potential written exam dates in October. Chief Husak will share suggested dates with the Board via e-mail.

## VI      Adjournment

There being no further business to come before the Board, Commissioner Bush made a motion to adjourn, seconded by Commissioner Hilt and passed on a voice vote.

Meeting adjourned at 6:43 p.m.

Michael Hilt  
Commissioner

10-18-22  
Date

Submitted by: DAL  
Recording Secretary